

MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
TELECOMMUNICATIONS ADVISORY GROUP

March 15, 2007
MAG Office
302 North First Avenue
Phoenix, Arizona

MEMBERS ATTENDING

Greg Binder, Phoenix, Chair

*Kevin Hinderleider, Avondale

Dee Hathaway, Buckeye

*Jim Keen, Carefree

**Patrick Hait, Chandler

*Pat Timlin, El Mirage

**Mike Ciccarone, Fountain Hills

*Shawn Woolley, Gilbert

*Ajay Joshi, Glendale

**Keith Elder, Goodyear

Scott Osterbauer, Maricopa County

**Dale Shaw, Mesa

**Duncan Miller, Paradise Valley

**John Imig, Peoria

*Lester Godsey, Queen Creek

*Kevin Sonoda, Scottsdale

**Randy Jackson, Surprise

**Dave Heck, Tempe

*Chuck Brown, Tolleson

Rick Webb, RPTA for Arkady Bernshteyn, Valley
Metro Light Rail

*Members neither present nor represented by proxy.

OTHERS PRESENT

Brandy Severson, Buckeye

Gary Harrison, Buckeye

Craig Chenery, MAG

Audrey Skidmore, MAG

Heidi Pahl, MAG

Craig McKee, Mohave Educational Services
Cooperative Inc.

Doug Milford, State Procurement Office

Kerry Venturino, State Procurement Office

Brigitte LeSurf, Tempe

**Participated via telephone conference call.

✓ Participated via video conference call.

1. Call to Order

The meeting was called to order at 10:05 a.m. by Chairman Greg Binder. Voting members Patrick Hait, Mike Ciccarone, Keith Elder, Dale Shaw, Duncan Miller, John Imig, Randy Jackson, and Dave Heck, attended via telephone conference call. All members introduced themselves.

2. Call to the Audience

No comments were made by the audience.

3. Approval of the November 16, 2006 Meeting Minutes

It was moved by Dee Hathaway seconded by Scott Osterbauer and unanimously recommended to approve the November 16, 2006 meeting minutes.

4. Information Technology (IT) Purchasing

Greg Binder thanked the guest speakers for attending the meeting. Mr. Binder read the biography for Doug Milford of the Arizona Department of Administration State Procurement Office (ADASPO). Doug Milford introduced Kerry Venturino and provided the names of the IT purchasing staff. Mr. Milford gave a presentation on the Cooperative Procurement Program (CPP). Mr. Milford provided an overview of the CPP and who is eligible to join. He covered some of the key IT based contracts that the SPO offers to customers. He said that the SPO is currently working on new contracts that involve Uninterruptible Power Supplies (UPS), satellite phones and IT staffing and consulting.

Greg Binder asked how the SPO assesses degree of use by members. Doug Milford replied that use is constant. He noted that 40 percent of the use is from the 120 State Agencies and 60 percent of use is from members of the Purchasing Cooperative.

Mr. Milford asked for feedback on the ASAP Software contract. Audrey Skidmore stated that she had a previous issue under this contract that was promptly resolved. Ms. Skidmore stated that ASAP discounts are greater with volume licenses. Doug Milford stated that ASAP is a full service vendor that will research licenses to find the best deal. Ms. Skidmore asked if cooperative members could request creation of additional state contracts. Mr. Milford indicated that cooperative members would need to locate an interested state agency to submit the request because the SPO can only respond to requests from State Agencies for new contracts.

Scott Osterbauer asked what size UPS's will be available on the upcoming contract. Mr. Milford responded that small and standalone UPS's will be available. He added that backup generators will not be available.

Dave Heck asked if members can be notified when a contract is near end of life. Doug Milford replied that the SPO staff is going to review all contracts set to expire in three months and provide notice to all members at two months about the end of life or extension of the contract.

Randy Jackson asked if there is any consideration given during the request for proposals (RFP) process to the past performance of a vendor. Doug Milford replied that names of the vendors that respond to the RFP are posted to the Web site during the RFP process. Mr. Milford added that if a member is not happy with a vendors performance they can complete a written vendor deficiency report which is filed in the vendors permanent record. He said vendors respond promptly when there is a Demand for Assurance Letter. Mr. Milford also encouraged coop members to issue contract feedback in writing because only written comments may used in the selection process.

Randy Jackson asked if the SPO is planning to have a fixed wireless system added to the state contract. Doug Milford responded that only if a state agency expresses a need for a fixed wireless system. John Imig said that Peoria is interested in starting a fixed wireless purchasing and pricing agreement with a vendor. Dave Heck added that Tempe is also interested in participating in this agreement. Mr. Heck inquired about adding an 800MGhz fiber unit to the state contract. Doug Milford replied that he was not aware of any interest from State Agencies regarding an 800 MHz system. Dave Heck mentioned that the Department of Public Safety (DPS) might be interested. Randy Jackson agreed that Surprise had the need.

Randy Jackson asked for clarification on the date the UPS contract becomes active. Doug Milford confirmed that the bidding process closes March 28th, then the bids will be evaluated and a contract awarded by July 2007.

Doug Milford mentioned the most popular contracts are under E-Rate.

Greg Binder read the biography for Craig McKee of Mohave Educational Services Cooperative Inc. Craig McKee gave a presentation on Mohave's technology contracts. Mr. McKee gave a brief history of Mohave and discussed Mohave's order cycle. He also discussed the 170 contracts available through Mohave including but not limited to Apple Computers, Dell, and CDW-G. Mr. McKee also noted that job order contracting is a future contract that is popular. This allows small construction and renovation projects under contract. He announced that in 2008, Mohave will change to a direct order process and has already started this with CDW-G. Craig McKee also provided information on Mohave's bidding cycle and on-line registration database. He highlighted products and resources available to members on various contracts.

Mr. McKee indicated that any of MAG's member agencies could join and that requests for new contracts are accepted from members.

Greg Binder summarized comments and thanked guest speakers for sharing their valuable information on this topic.

5. MAGTAG Working Group Projects

Heidi Pahl provided a brief update from the February 2007 MAGTAG Information Sharing Working Group (ISWG) meeting. Ms. Pahl said that ISWG members discussed the Arizona Telecom Summit 2007. She noted that the Summit will be held on Thursday, May 17, the same day as the scheduled May MAGTAG meeting. She stated that the full-day Summit is being held in Mesa and is being hosted by the Arizona Telecommunications and Information Council (ATIC). Dale Shaw said he supports cancelling the May MAGTAG meeting in order to attend the ATIC Telecom Summit.

Heidi Pahl thanked Gilbert, Phoenix and Surprise for attending the last Information Sharing Working Group. Ms. Pahl provided a list of topics discussed at the last meeting. These topics include: IT audits, IT risk management, enterprise approach to citizen communication and services, communications plan regarding the large fiber ring on the edges of Maricopa County, MAG 911

update, laptop encryption, voting systems, broadband over power lines (BPL), business continuity disaster recovery and e-mail as a public record. Greg Binder stated that the items are not listed in any order. Heidi Pahl invited interested MAGTAG members to attend the next Information Sharing Working Group meeting to be held in April via audio conference.

6. Announcements and Public Input

No announcements were made.

7. Date of Future Meetings

The next meeting of the MAGTAG is scheduled for 10:00 a.m. on Thursday May 17, 2007 in the MAG Palo Verde room. Mr. Binder said that this meeting may be canceled and if so a notice would be sent to all members notifying them of the meeting cancellation. The meeting was adjourned at 11:11 a.m.